

Sanitized - Approved For Release :
CIA-RDP70-00211R000200120019-5

~~SECRET~~
RETURN TO
RECORDS MANAGEMENT DIVISION

25X1A9a

25X1A9a

File
3 May 1956

MEMORANDUM FOR: Chief, Management Staff

FROM : Chief, O&M Staff (DD/P Area)

SUBJECT : DD/P Area Weekly Report for Period 26 April 1956
Through 2 May 1956

1. Proposal for mechanized file cabinets index files in RI/FI presented orally and accepted by DD/P Machine Methods Committee.

2. T/O Proposals Processed - None completed.

3. T/O Proposals in Process: Three (3) major DD/P T/O proposals of reorganization (NEA, SR, SE) and four (4) minor requests are currently being studied. A total of [redacted] position actions are involved. 25X9A2

4. RI Division Backlog: Data developed - awaiting release by DD/P after review by RI Steering Committee.

5. MS Project 6-35, NEA T/O Reorganization, MS-824: Final adjustment proposals by Management being reviewed by NEA.

6. SE and SA Procedures and Policies: First draft is being revised.

7. MS Project 6-33, Vacuum Tube System: No progress - analyst spent three days in New York and is on sick leave since Monday.

8. Other projects mentioned in last weeks report are progressing.

9. Two crash requests from DD/S will be completed by Friday:

a. Proposed method for control and reporting of 5% of ceiling.

b. Summary of previous studies on world-wide courier system.

25X1A9a

[redacted]
Chief, O&M Staff, DD/P Area

~~SECRET~~

Sanitized - Approved For Release :
CIA-RDP70-00211R000200120019-5